

COMMERCIAL PROPERTY INFORMATION FORM

Phone 440.247.5050 Village of Chagrin Falls Zoning Department Fax 440.247.2082 (office use) VCF N/C t# _____

A. Property owner & Tenant information:

Date of application: _____

Property Owner: _____ Address: _____

Phone # _____ email: _____

Occupant / Tenant: _____ Ph# : _____ email: _____

Address or suite no. where work is taking place: _____

Scope of work: _____ Est. Cost of construction \$ _____

B. Contractor Information:

Contractors must be registered with the Village of Chagrin Falls

General Contractor: _____ Ph # _____ email: _____

Mechanical (HVAC) Contractor: _____ Ph #: _____ email: _____

Plumbing Permit: Contractor: _____ Ph #: _____ email: _____

Electrical permit: Contractor: _____ Ph #: _____ email: _____

OTHER: Contractor: _____ Ph #: _____

B. Commercial Permit Information:

Any construction work being performed it is the owner, or owner representative responsibility to contact the Department of Industrial compliance at 1-800-523-3581, to ascertain whether they will require permits for; structural, electrical, mechanical, permits. For plumbing contact the Cuyahoga County Board of Health 216-201-2000, Regardless a zoning occupancy permit will need to be applied for and approved for new uses and / or change of use prior to applying to the state or county permits.

Complete the section below and return it to the Village of Chagrin Falls Zoning Department.

I _____ representing: _____

Address: _____ Phone number: _____

have contacted the above agencies in regards to obtaining permits for the following

Structural Mechanical Electrical Other: _____

Name of the person that you spoke to from Division of Industrial Compliance and it has been deemed that no permits will be necessary for the project mentioned above. Name; _____ Phone # _____ Date: _____

I have also contacted the County Board of Health for, plumbing permit, and it also has been deemed that no plumbing permit is necessary for the project mentioned above. Name: _____ Phone # _____ Date: _____

If permits deemed to be required please submit a copy of your approved plans for fire prevention & zoning approval to the village zoning department prior to starting work.

Dumpster Information: Will a dumpster be required for job? _____ Date of placement: _____ Date removed: _____ where will dumpster be placed: public property, private property. Size of dumpster: _____ yd.

If on public property, you will need to ascertain permission from the police department. Please indicate whom you spoke with: _____ A misc. permit will be required for dumpster placed in public right of way: \$20.00 + \$1000 cash bond will be required. It is the applicants responsibility to provide

I further acknowledge that I am aware that failure to obtain proper permits and the registering of all contractors with the Village will result in administrative action by the village of Chagrin Falls.

Signature: _____ Date _____